

SECRET
Security Information

25X1A

Contracts, Amendments, executed during period of
27 August 1953 through 2 September 1953

Commodity & Quantity

Value

Status of Contract Actions Pending for Contract Section
As of 2 September 1953

- A. No Action
- B. Pending receipt of more information, clearances, etc.
- C. Pending bid Opening and Award
- D. Negotiations Underway
- E. Pending drafting of contractual documents
- F. No further action required by procurement officer
 - 1. Pending typing and mailing to Contractor
 - 2. Pending signature of Contractor
 - 3. Pending final clearance and signature of Contracting Officer

CONFIDENTIAL

4
12
4
10
3
15
15
4

33

34
67

Note: 5 actual requisitions and 34 memos and letters were received during the week which will require contract or other action by the Contract Procurement Officers. Since in many cases two or more of these documents will be consolidated into one action, these figures do not mean that 39 separate actions will be required. The figures above of contract action requests received, approved, or pending are on this consolidated basis. The consolidations, cancellations and transfers resulted in net new contract actions of 4.

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PURCHASE SECTION REPORT
For Week ended 2 September 1953

Requisitions

Balance pending end of previous week	256
Received during week	83
	<u>339</u>
Completed during week	119
Balance pending end of week	<u>220</u>

Purchase Orders Issued

335	\$151,605.58
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Backlog of Typing

Purchase Orders	12
Correspondence	1
Invitations to Bid	0
Bills of Lading	0
Total	<u>13</u>

STATUS OF PENDING REQUISITIONS*

		<u>Estimated Value</u>
A. <u>Without Action</u>		
Held less than 15 days	99	\$22,480.00
Held more than 15 days	0	-0-
Total	<u>99</u>	<u>\$22,480.00</u>
B. <u>With Action</u>		
<u>Pending Information from Requisitioning Office</u>		
Held less than 30 days	18	4,000.00
Held more than 30 days	0	-0-
Total	<u>18</u>	<u>4,000.00</u>
<u>Pending Receipt or Opening of Bids</u>		
Held less than 30 days	46	6,900.00
Held more than 30 days	0	-0-
Total	<u>46</u>	<u>6,900.00</u>
<u>Pending Clearance from GPO and/or GSA</u>		
Held less than 30 days	7	500.00
Held more than 30 days	0	-0-
Total	<u>7</u>	<u>500.00</u>
<u>Pending Completion of Service and/or Billing</u>		
Held less than 30 days	50	825.00
Held more than 30 days	0	-0-
Total	<u>50</u>	<u>825.00</u>
<u>Total with Action</u>	120	\$17,725.00
C. <u>Total Pending Requisitions</u>	220	\$39,905.00
D. Total Hours of Overtime during the past week:	10	

*Details for each Purchasing Agent are in Purchase Section